

Minutes of the Resources Committee Meeting held on 18 January 2023
at 7.30pm at the Parish Office

Present: Cllrs S Berlyn, A Chapman, G Chapman, M Hessing and N Orange

In attendance: Ms M Harper (Clerk)

22/23.73 Election of Chairman

RESOLVED: that Cllr Berlyn be elected as Chairman for this meeting, proposed by Cllr Hessing and seconded by Cllr Orange, all agreed

22/23.74 Election of Vice - Chairman

This item was deferred

22/23.75 Apologies for absence

There were no apologies

22/23.76 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA

There were no declarations of interest

22/23.77 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no members of the public

22/23.78 To approve Minutes of the Resources Committee meeting held 30 November 2022

RESOLVED: the minutes of the Resources Committee meeting held on 30 November 2022 be approved and signed as a correct record

22/23.79 Actions from the Minutes

The actions were noted

22/23.80 To receive financial report

22/23.80.1 Receipts

Parish Council receipts from 1 December 2022 to 18 January 2023 were noted

Danbury Leisure Centre receipts from 1 December 2022 to 18 January 2023 were noted

22/23.80.2 Payments

22/23.80.2.1 RESOLVED: that the Parish Council invoices and direct debits from 1 December 2022 to 18 January 2023 be approved, proposed by Cllr G Chapman and seconded by Cllr A Chapman, all agreed

22/23.80.2.2 RESOLVED: that the Danbury Leisure Centre invoices and direct debits from 1 December 2022 to 18 January 2023 be approved, proposed by Cllr Orange and seconded by Cllr Hessing, all agreed

22/23.80.3 Reconciliation

RESOLVED: that the bank reconciliations November and December 2022 for the Parish Council be approved and the Leisure Centre be deferred to the next meeting, proposed by Cllr Orange and seconded by Cllr G Chapman, all agreed

22/23.80.4 Budget sheets / Earmarked Reserves

The Earmarked Reserves and the Budget Sheets with estimated income and expenditure to 31 March 2023 were noted

22/23.80.5 Transfer of monies

Nothing to report

22/23.80.6 Debtors more than 3 months

Nothing to report

22/23.80.7 On Line Banking

Nothing to report

22/23.81 Continued use of DD and SO

RESOLVED: that the continued use of variable direct debits and standing orders for utility supplies, recycling collection, photocopier, salaries, Information Commissioners Office and IT Support be recommended to Parish Council, proposed by Cllr A Chapman and seconded by Cllr Orange, all agreed

22/23.82 Interim Internal Audit Report

RESOLVED: that the Interim Internal Audit Report be recommended to Parish Council, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

Cllr Berlyn recorded formal thanks to the Clerk for her work on the finances and to the Assistant Clerk for her support

22/23.83 Community Communication

There were no matters for communication

22/23.84 Matters for Report (for information only)

There were no matters for report

22/23.85 Dates of next meeting

Wednesday 22 February 2023 to be held at 7.30pm

There being no further business the meeting closed at 8.30pm

Chairman

Date